

**Fairfax County Park Authority
Board Meeting
March 24, 2004**

A quorum being present, the Chairman convened the meeting at 7:35 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Members Present:

Winifred S. Shapiro, Chairman
Jennifer E. Heinz, Secretary-Treasurer
Gilbert S. McCutcheon, Vice Chairman
Harold L. Strickland
Joanne E. Malone
Kenneth G. Feng
Frank S. Vajda
Edward R. Batten, Sr.
Georgette Kohler
Glenda M. Blake

Absent:

Kevin J. Fay
George Lovelace

Guest: John Frey, Clerk to the Court

Staff Present:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Barbara J. Gorski, Administrative Assistant

Brian Daly
Cindy Messenger
Miriam Morrison
Judy Pedersen
Lynn Tadlock
Kirk Holley
Sandy Stallman
John Lehman
Thaddeus Zavora
Mike Baird
Sue Tibbetts
Kay Rutledge
Doug Petersen
Gail Croke
John Pitts
Kelly Davis

AGENDA CHANGES

Mrs. Shapiro announced that there were two changes to the Agenda. The first was the swearing in ceremony for Ms. Blake; and the second was a change to the Workshop. There were **NO OBJECTIONS** from the Park Authority Board.

SWEARING IN CEREMONY

Mrs. Shapiro introduced John Frey, Clerk to the Court, who administered the oath of office to Ms. Blake.

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

ADMINISTRATIVE ITEMS**ADMIN-1. Adoption of Minutes - March 10, 2004, Park Authority Board Meeting**

Mr. Strickland **MOVED** that the Park Authority Board approve the minutes of the March 10, 2004, Park Authority Board meeting; **SECONDED** by Ms. Malone. The MOTION was **APPROVED**, Mr. Vajda abstaining and Messrs. Fay and Lovelace being absent.

ACTION ITEMS**A-1. Contract Award- Athletic Fields and Related Work at Wakefield Park**

This item was reviewed by the Planning and Development Committee on March 3, 2004, and was approved for submission to the Park Authority Board.

Mrs. Shapiro **MOVED** that the Park Authority Board approve the contract award to Tessa Construction & Tech Co. LLC of Chantilly, Virginia in the amount of \$1,392,000 for construction of Athletic Fields and Related Work at Wakefield Park. In addition, the board approved the director's recommendation to reserve \$139,200 or ten (10) percent of the contract award for contract contingency, \$83,250 or six (6) percent of the contract award for administrative costs, and \$15,000 for utility costs; **SECONDED** by Mrs. Heinz.

After the work on the athletic fields is complete, Mr. Strickland asked that the director have staff conduct a risk assessment study to determine if the parking lot across the road needs to be lighted.

The MOTION was **APPROVED**, Messrs. Fay and Lovelace being absent.

A-2 Authorization to Hold a Public Hearing on the Proposed Conceptual Development Plan for Laurel Hill Park

This item was reviewed by the Planning and Development Committee on March 3, 2004, and was approved for submission to the Park Authority Board.

Mr. McCutcheon **MOVED** that the Park Authority Board approve holding a public hearing to present a Master Plan for Laurel Hill Park to the public; **SECONDED** by Mrs. Heinz. The MOTION was **APPROVED**, Messrs. Fay and Lovelace being absent.

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

CHAIRMAN'S MATTERS

- **Planning Commission Public Meeting**

Mrs. Shapiro reported that she had attended the Planning Commission's public hearing on the CIP and read a statement on behalf of the Park Authority. Supportive comments were received from former Park Authority Board Chairman, Frank de la Fe, and from Walter Alcorn. Mr. Alcorn asked DPZ staff to look at the level of bond sales that the Board of Supervisors had set by policy to determine if it could be revised. Of the \$200M, \$130M is for school bonds.

The Planning Commission's mark up will take place on March 25, and their recommendations will be then be forwarded to the Board of Supervisors.

- **Ossian Hall Park Public Meeting**

Mrs. Shapiro noted that a public hearing on the Ossian Hall Park master plan revision was held on March 23. She thanked Ms. Malone for attending and also thanked Angie Allen for doing a magnificent job with her presentation. Comments from the public were divided, but it was a good meeting.

- **Joint Meeting of the Board of Supervisors and the Park Authority Board**

Mrs. Shapiro reminded the board members that the joint meeting with the Board of Supervisors is on Monday, March 29, at 8:30 a.m., and that all Park Authority Board members are expected to be there. Mike Kane and staff have prepared a presentation incorporating the board's comments and suggestions. Mike will be presenting information on the agency's recent accomplishments and Mrs. Shapiro will address the challenges ahead. There will be discussion about the \$376M figure in the Needs Assessment, what this translates to in terms of needs for a park bond referendum, what is in the current CIP and what the agency needs. Mrs. Shapiro will lead the discussion on unfunded needs in the budget, not as something the agency expects the Board of Supervisors to act upon this year, but as a future challenge that we need to keep discussing--where the agency stands in terms of what citizens expect versus what we have the resources to accomplish.

- **Announcement**

Mrs. Shapiro announced that her first grandchild, Alexander Joseph Shapiro, was born on Sunday, March 21.

DIRECTOR'S MATTERS

- **Employees Receiving OPAs**

The following Park Authority employees received an Outstanding Performance Award at a ceremony on March 19 at 10:00 a.m. in the Atrium of the Government Center:

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

Sandra E. Kauffman: Sandy is the aquatic supervisor at Audrey Moore RECenter. She works hard to provide diverse aquatic offerings, touching the lives of Fairfax County residents and meeting their needs. When Providence RECenter was closed for renovations, Sandy worked closely with the Providence aquatic staff to ensure that their aquatic users would be accommodated at Audrey Moore, since it was the closest site.

Stephen F. Ruffing: Steve is a Parks Supervisor in Area 3. Steve played an invaluable role in assisting the Park Authority's ADA Coordinator in updating the ADA Transition plan by spearheading the effort to assess over 400 parks and facilities for ADA needs and compliance.

Charles E. Smith: Charles is the Assistant Park Manager at Ellanor C. Lawrence Park and supervisor of the Visitors Center. His knowledge and excellent communication skills were recognized when he was asked to join the Park Authority Regulations Team that had the task of reviewing a very outdated set of Park Authority Rules and Regulations. Once the new regulations were adopted, the team disbanded but Charles volunteered to implement phase two of the review which entailed staff training and working with the Fairfax County Police Department to review and discuss the new regulations and their application in the parks.

Don Sotirchos: Don is a project manager in the Planning and Development Division. Don demonstrated exemplary project management skills in planning and coordinating the replacement of major mechanical and plumbing system components at the Oak Marr RECenter. He was instrumental in developing a plan whereby the mechanical and plumbing replacement work could be sequenced to allow the Center to remain open to the public while the work was in progress. In addition to some very happy customers, the Park Authority avoided a shutdown loss of revenue estimated at \$90,000.

David Wytenbach: David has just completed a very effective tenure as manager of George Washington RECenter. When he became manager in 2002, David launched many new programs that exposed the community to George Washington RECenter for the first time. Some of these included a Chili Cook-off, a Spooky Halloween night and "dive in" movies. In December 2002, David and his staff rescued a 77 year old customer when he experienced a heart condition that caused him to sink below the water surface. Finally, he oversaw a 647% increase in sports sales at the Center, expanded fitness equipment, and started a Book Share Program where community members could come in and donate and/or take a used book for free.

- **PA Staff Participate in Archaeology Symposium**

On Friday, March 12, 2004, archaeologists from the Cultural Resource Protection Branch of the Resource Management Division participated in a symposium at the Middle Atlantic Archaeological Conference in Rehoboth Beach, Delaware entitled, "Archaeology in Fairfax County, Virginia: Recent Contributions. The symposium was organized and chaired by Liz Crowell of RMD. Papers presented at the symposium reported on prehistoric and historical archaeological projects that have been conducted in Fairfax County both on parkland and as

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

part of development review. Park Authority employees who participated in the symposium are: Liz Crowell, Mike Johnson, John Rutherford, Richard Sacchi, Jan Sutton, and Berno Tops. And, former employees: Nancy Anthony, Paul Inashima, and Laura James (former intern)

- **Budget Item Deferred**

The item on the Fund 170 Add-On to the Advertised Budget that was presented to the Budget Committee on March 10, 2004, has been deferred and will be brought back to the Park Authority Board as an FY 2005 3rd Quarter request. DMB advised us not to bring the decrease forward at Add-on, but to make the adjustment at 3rd Quarter, which is also what we did last year. This deferral has been noted in the Budget Committee minutes.

BOARD MATTERS

- Mr. McCutcheon announced that the Woodlawn Little League is holding a field opening ceremony on Saturday, March 27, at 9 a.m. and all are welcome to participate. Staff continues to work with them on interim use agreements.

Mr. McCutcheon announced that the public hearing for Laurel Hill will be on May 4.

- Mrs. Heinz noted that the Laurel Hill Adaptive Reuse Citizens Task Force met on March 18 and will be meeting on March 25 to review public comments. The Task Force will continue to meet to pursue a summit on potential educational uses, which is indicated in the Comprehensive Plan. Mrs. Heinz noted that the Task Force will continue through the summer and perhaps into the fall before it makes its recommendations to the Board of Supervisors.
- Mr. Strickland had no comments.
- Ms. Malone reported that the "turf" meeting which is usually held at Nottoway Park is going on the road and asked Brian Daly to share some of the details with the board.

Brian noted that he along with Area 5 Manager Dan Sutherland, Area 5 Athletic Field Manager Kyle Long, and Area 4 Athletic Field Crew Leader Stephanie Powers are going to the Virginia Recreation and Parks Society (VRPS)-Southeast Regional Conference being held next week in Myrtle Beach, SC. They will be conducting an athletic field training "how to" seminar to determine field playability, how to maintain fields, and other issues that they present to the athletic field community every spring with the adopt-a-field demo-day, and to VRPS in the summer. The program will be held in the baseball stadium of the Myrtle Beach Pelicans, a Class A minor league baseball team. They will also be presenting two other educational programs at the conference, one that was presented at the national conference

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

last fall in St. Louis by Tim White regarding involvement of the athletic community in ballfield maintenance, and a program about automating maintenance processes.

Ms. Malone invited everyone to join her on the Ox Hill and Union Mill Battlefield walk on Saturday, March 27. A group will leave the Herrity Building at 9 a.m. and will be led by Richard Sacchi.

- Mr. Feng encouraged everyone to participate in the walk and noted that he had been participating in the task force to develop the master plans for Union Mill and Ox Hill Battlefield Parks.
- Mr. Vajda had no comments.
- Mr. Batten reported that although he was disappointed with the number of people that attended the Lee District Park Master Plan public hearing on March 16, he was pleased with the activity of the small group that did attend. There were a number of suggestion, concerns, questions, and recommendations. Supervisor Dana Kauffman, Joe Nielson, and Kirk Holley attended the meeting. While Jenny Pate could not attend, her ideas and efforts were manifested by Kirk.

After the meeting Kirk compiled a summary and emailed to all those that attended the meeting. Mr. Batten indicated that he received some commitments from the homeowners association and citizen representatives.

Mr. Batten stated that he had received a call on Friday, March 19, about a little park in the Springfield exchange area named Trailside Park, which has a number of baseball diamonds on it. There were some concerns raised by the Central Springfield Little League about the safety of the fields and their proximity to the interchange construction. Joe Nielson and staff had installed some magnificent fencing in the T-ball area, however, the CSLL board initially wanted board on board fencing for 1,300 linear feet--and the Park Authority to pay for it. Mr. Batten and Supervisor Kauffman did not find that acceptable and negotiated to install a reasonable amount of fencing. Supervisor Kauffman committed \$1,000, Tim White found some proffer money, and the Little League board committed to go to our congressmen to find some additional funding.

- Ms. Kohler had no comments.
- Ms. Blake stated that she has been in the process of being oriented and has learned a lot about parks and the Hunter Mill District. She expressed her appreciation to staff for breaking the orientation into pieces to accommodate her work schedule.

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

Ms. Blake shared some sad news from Frying Pan Park. Puff, the Holsteen cow, passed away after giving birth, a breach birth. Puff had a long life and had four other successful births.

- Messrs. Fay and Lovelace were absent.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS

STANDING COMMITTEES

Administration and Management Committee

Chairman: Mrs. Heinz

Members: Ms. Malone, Mr. Feng, Mr. Lovelace and Ms. Kohler

Staff: Miriam C. Morrison, Division Director for Administration

Mrs. Heinz, chairman of the Administration and Management Committee, reported that date the next committee meeting would be held on April 14, 2004, at 7 p.m.

Budget Committee

Chairman: Ken Feng

Members: Ms. Malone, Mr. Feng, Mr. Fay, Ms. Kohler and Ms. Blake

Staff: Miriam C. Morrison, Director, Administration Division

Mr. Feng, Chairman of the Budget Committee, announced that the minutes of the February 25, and March 10, 2004, meetings would be forthcoming. The next Budget Committee would be announced at a future date.

Planning and Development Committee

Chairman: Mr. Strickland

Members: Mrs. Heinz, Ms. Malone, Messrs. McCutcheon, Vajda, Fay and Batten

Staff: Lynn Tadlock, Director, Planning and Development Division

Mr. Strickland, chairman of the Planning and Development Committee announced that the minutes of the February 4 and March 3, 2004, meetings would be forthcoming. The next committee meeting will be held on April 7, 2004, at 6:30 p.m.

Park Operations Committee

Chairman: Ms. Malone

Members: Mrs. Heinz, and Messrs. McCutcheon, Strickland, Vajda, Fay and Lovelace

Staff: Brian Daly, Director, Park Operations Division

Ms. Malone, Chairman of the Park Operations Committee, reported that copies of the January 7 and February 4, 2004, would be forthcoming. The next committee meeting is tentatively scheduled for April 7, 2004, at 5 p.m.

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**

Resource Management Committee

Chairman: Mr. Vajda

Members: Ms. Malone, Messrs. McCutcheon, Strickland, Batten, Fay, and Ms. Kohler

Staff: Cindy Messinger, Interim Director, Resource Management Division

Mr. Feng, Chairman of the Resource Management Committee, reported that the minutes of the March 3, 2004, meeting would be forthcoming. The next committee meeting would be announced at a future date.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Mrs. Heinz, Messrs. Vajda, Batten Fend, Lovelace, and Ms. Blake

Staff: Charlie Bittenbring, Acting Director, Park Services Division

Mr. McCutcheon, Chairman of the Park Services Committee announced that minutes of the March 3, 2004, meeting would be forthcoming. The date of the next committee meeting is tentatively scheduled for April 7, 2004, at 4:30 p.m.

Laurel Hill Ad Hoc Committee

Co-Chairmen: Gilbert S. McCutcheon and Jennifer E. Heinz

Members: Park Authority Board

Staff: Lynn S. Tadlock, Director, Planning and Development Division

Jennifer Heinz, co-chair of the Laurel Hill Ad Hoc Committee, announced that minutes of the March 3, 2004, meeting would be forthcoming. The date of the next committee meeting would be announced at a later date.

CLOSED SESSION

At 8:22 p.m. Mrs. Heinz **MOVED** that the Park Authority Board convene in closed session for

- a. Discussion of the acquisition or disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of this public body related to the 2004 Park Bond pursuant to Virginia Code 2.2 - 3711(A)(3)
- b. Discussion of Closed Session Minutes of March 10, 2004

The **MOTION** was **SECONDED** by Mr. McCutcheon the MOTION was **APPROVED**, Messrs. Fay and Lovelace being absent.

- Discussion of Land Acquisition matters related to the 2004 Park Bond
- Discussion of Closed Session Minutes of March 10, 2004

MINUTES APPROVED AND SIGNED
APRIL 14, 2004

At 8:48 p.m. Mrs. Heinz **MOVED** that the Park Authority Board return to Open Session; **SECONDED** by Mr. Vajda. The motion was **APPROVED**, Messrs. Fay and Lovelace being absent.

CERTIFICATION OF CLOSED SESSION

Mrs. Heinz certified that, to the best of the Park Authority Board's knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; Mrs. Heinz made the **MOTION**, it was **SECONDED** by Mr. McCutcheon; the motion was **APPROVED**. Messrs. Fay and Lovelace being absent

ACTIONS FROM CLOSED SESSION

C-1 Adoption of Closed Session Minutes - March 10, 2004

Mr. McCutcheon **MOVED** the Park Authority Board approve the Closed Session Minutes AS **AMENDED** to adjust the attendance record of the March 10, 2004, board meeting **SECONDED** by Mr. Strickland. The **MOTION** was **APPROVED**. Mr. Vajda abstaining, and Messrs. Fay and Lovelace being absent.

ADJOURNMENT

At 8:50 p.m. Mr. McCutcheon **MOVED** that the Park Authority Board meeting be adjourned; **SECONDED** by Mr. Strickland. The motion was **APPROVED**. Messrs. Fay and Lovelace being absent.

Minutes Approved at Meeting
on April 14, 2004

Jennifer E. Heinz
Secretary-Treasurer

Michael A. Kane, Director

MINUTES APPROVED AND SIGNED
APRIL 14, 2004

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

**MINUTES APPROVED AND SIGNED
APRIL 14, 2004**